



THE REPUBLIC OF KENYA

Email: [info@samburuassembly.go.ke](mailto:info@samburuassembly.go.ke)  
P.O BOX 3 – 20600, Maralal, Kenya



# COUNTY ASSEMBLY OF SAMBURU

## COUNTY OPEN TENDER

### TENDER NAME:

**CONSTRUCTION OF PIT LATRINES AND FENCING OF PORRO  
WARD OFFICE AT SIRATA  
OIROBI TRADING CENTRE**

**TENDER NO: CAS/PROC/072/2021-22  
NEGOTIATION NO: 943196**

**CLOSING DATE: 14<sup>TH</sup> MARCH 2022 AT 10.00 AM**

**APPROVED BY:**

THE CLERK  
County Assembly of Samburu  
P.O Box 3-20600, Maralal

**PREPARED BY:**

**PRINCIPAL PROCUREMENT OFFICER**  
County Assembly Of Samburu  
&  
**THE QUANTITY SURVEYOR**  
County transport & Public Works

**LETTER OF INVITATION**

TO: -----  
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Dear Sir/Madam,

**Re: CONSTRUCTION OF PIT LATRINE AND FENCING OF PORRO WARD OFFICE AT SIRATA OIROBI TRADING CENTRE**

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- 1.1 The (County Assembly of Samburu) invites proposals for the following CONSTRUCTION OF PIT LATRINE AND FENCING PORRO WARD OFFICE AT SIRATA OIROBI TRADING CENTRE.
- 1.2 The Tender Document includes the following:
  - Section I - Letter of invitation
  - Section II - Instruction to Tenders
  - Section III - General Conditions of the Contract
  - Section IV - Schedule of Requirements  
Bill of Quantities
  - Section V Standard Contract Form
- 1.3 Upon receipt, please inform us:-
  - (a) that you have received the letter of invitation
  - (b) whether or not you will submit you bid document
- 1.4 The deadline for submission of this is 14days after the receipt of the Invitation to tender and Tender documents **NOT LATER THAN 14<sup>TH</sup> MARCH, 2022 AT 10.00AM**

Yours sincerely  
**Mr. Patrick Leshore**  
**THE CLERK**  
**COUNTY ASSEMBLY OF SAMBURU**

Instruction to Tenderer's Ref	Particulars Of Appendix to Instructions to Tenders
<b>2.1</b>	This tender is OPEN to Local Contractors ONLY. The bidder Must be in possession Of at least <b>NCA 7</b> and above.
<b>2.2</b>	The bidder who was awarded the previous tender is <b>not eligible</b> to re-tender for this procurement either directly or in proxy.
<b>2.3</b>	A complete tender document may be obtained upon payment of a non-refundable fee of KES 1,000 in cash or The document can also be obtained <b>FREE</b> of charge from County Assembly website <a href="http://www.samburuassembly.go.ke/downloads">www.samburuassembly.go.ke/downloads</a> or Treasury <b>portal</b> <a href="mailto:suppliers@treasury.go.ke">suppliers@treasury.go.ke</a> .
<b>2.4</b>	Particulars of tender security: Tenderer <b>MUST</b> submit tender security of amount <b>Ksh.50,000</b> in the form provided below.
<b>2.5</b>	<b>Form of Tender Security.</b> The tender Security shall be in the form of Bank Guarantee from a reputable bank recognized by Central Bank of Kenya or Bid Bond issued by a Reputable insurance company.
<b>2.6</b>	Contact E-mail: <a href="mailto:info@samburuassembly.go.ke">info@samburuassembly.go.ke</a>
<b>2.7</b>	<b>ALL TENDER DOCUMENTS TO BE SUBMITTED THROUGH THE IFMIS SYSTEM <a href="http://suppliers.treasury.go.ke">http://suppliers.treasury.go.ke</a> HAS INDICATED IN THE TENDER ADVERT.</b>
<b>2.8</b>	<b>THE CLIENT</b> : COUNTY ASSEMBLY OF SAMBURU
	<b>NOTE</b> : The instruction to tenderers' above shall apply to manual submission AND may vary in online submission.

## EVALUATION CRITERIA

SERIAL NUMBER	MANDATORY REQUIREMENTS
1	Must submit the Certificate of incorporation
2	Must submit tax compliance certificate which is valid.
3	Must fill the <b>Form of Tender</b> in the format provided.
4	Must submit a dully filled up business questionnaire in the format provided.
5	Must submit Certificate from the National construction Authority Category NCA 7 &
6	Above for the current year for <u>building works</u> .
7	Must submit a Bid Bond of the Sum <b>KSH. 50,000</b>
8	Must submit copies of PIN Certificate
9	Must submit Litigation History– fill the litigation form and should be signed by the
10	commissioner of Oaths.
11	Submitted bid documents <b>MUST</b> be sequentially serialized (paginated) on every printed page.
12	AGPO certificate-Women

### Technical evaluation

NO	EVALUATION ATTRIBUTE	WEIGHTING SCORE	MAX SCORE
T.S.1	Proof of works of similar magnitude and complexity undertaken in the last five years. (at least 4 projects)	similar projects, at least Kshs. 3M each ( <i>with the certificates of completion from the client's</i> ) Each project/completion certificate earns 10 marks	40 marks
T.S.2	Adequate equipment for the specified type of works.	<ul style="list-style-type: none"> <li>• Office – Ownership or lease documents – <b>5Marks</b></li> <li>• Concrete mixers – <b>10Marks</b></li> <li>• Lorry –<b>10 Marks</b></li> </ul>	25 marks
T.S.3	Key personnel for the specified type of works	<ul style="list-style-type: none"> <li>• CVs or documents for               <ol style="list-style-type: none"> <li>1. Site Manager – <b>5 Marks</b> Should have at least a relevant Degree</li> <li>2. Clerk of Works – <b>5 Marks</b> Should have at least a HND/Diploma with at least 5 years' experience.</li> <li>3. Site Foreman - <b>5 Marks</b> Should have at least a diploma and above and 3 years' experience.</li> </ol> </li> </ul>	15 marks

T.S.4	Financial capability – To provide audited accounts for the last 3 Years from the current year.	AVERAGE TURN- OVERS 3 Million and Above – 20 Marks 2 Million and Above – 15 Marks 1 Million and below – 5 Marks Below 0.5 Million – 0 Marks	20 marks
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ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<b><u>BILL NO 1: TOILET BLOCK</u></b>				
	<b><u>ELEMENT NO. 1. - SUBSTRUCTURES</u></b>				
	<b><u>(Measured -All Provisional - Subject to Re-measurement)</u></b>				
	<b><u>Excavations &amp; Earthworks</u></b>				
<b>A</b>	Clear the Site of all grass, bushes, shrubs and small trees n.e. 600 mm girth including grubbing up their roots, and burn or cart away the arisings.	SM	18		
<b>B</b>	Excavate over site to remove top vegetable soil 150mm average deep spread and level on site as directed.	SM	18		
<b>C</b>	Excavate for pit not exceeding 1.50m deep.	CM	13		
<b>D</b>	<b><u>Ditto</u></b> but 1.50 – 3.00m deep.	CM	13		
<b>E</b>	<b><u>Ditto</u></b> but 3.00 – 4.50m deep.	CM	13		
<b>F</b>	<b><u>Ditto</u></b> but 4.50 – 6.00m deep.	CM	13		
<b>G</b>	<b><u>Ditto</u></b> but 6.00– 7.50m deep.	CM	13		
<b>H</b>	Extra over excavation in rock irrespective of class	ITEM	1		
<b>I</b>	Return, fill in and ram selected excavated material around foundations in layers n.e. 150mm thick	CM	3		
<b>J</b>	Load and cart away surplus excavated material (excavation spoil) away from site.	CM	62		
	<b>Total carried to collection</b>				-

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<b><u>CONCRETE WORKS</u></b>				
	<b><u>Plain concrete 1:4:8</u></b>				
<b>A</b>	50mm thick blinding under foundations	SM	8		
	<b><u>Vibrated reinforced concrete class 20/20</u></b>				
<b>B</b>	150mm thick slab	SM	15		
<b>C</b>	Strip Foundation	CM	1		
	<b><u>Reinforcement</u></b>				
	<b><u>High yield deformed reinforcement steel bar to BS 4461 as described including tying/binding wires (to strip Foundation, slab and cross beams)</u></b>				
<b>D</b>	10 mm diameter bars	KG	117		
<b>E</b>	8 mm diameter bars	KG	35		
	<b><u>Sawn formwork (cypress) to:-</u></b>				
<b>F</b>	Edges of ground floor slab 75 - 150 mm slab	LM	16		
<b>G</b>	Sawn softwood formwork to soffits of suspended slab.	SM	15		
	<b><u>Foundation Walling</u></b>				
<b>H</b>	150mm natural stone foundation walling	SM	60		
	<b>Total carried to collection</b>				-
	B/F From Above				-
	B/F From pg 2				-
	<b>Total carried to collection</b>				-

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<b><u>ELEMENT NO. 2</u></b>				
	<b><u>REINFORCED CONCRETE SUPERSTRUCTURES</u></b>				
	<b><u>V.R. Concrete class 20/20mm (1:2:4 - 20 mm aggregate) as described in:-</u></b>				
A	Ring beams	CM	1		
	<b><u>Reinforcement</u></b>				
	<b><u>High yield tensile cold rolled square twisted reinforcement bars to BS 4461 as described including tying/binding wires (to RC ring beam and column)</u></b>				
B	10 mm diameter bars	KG	32		
C	8 mm diameter bars	KG	21		
	<b><u>Sawn formwork (cypress) to:-</u></b>				
D	Sides and soffites of RC ring beams	SM	26		
	<b><u>WALLING</u></b>				
	<b><u>Natural stone walling or other equal and approved bedded and jointed in cement and sand (1:3) mortar and reinforcement with and including 20 swg x 25mm wide hoop irons in every third/alternate course</u></b>				
E	150 mm thick walling	SM	33		
	<b><u>Damp proof course (DPC) to BS 743 as described in</u></b>				
F	25mm wide Hessian based (3 ply) bituminous felt DPC under walls (allow for 150mm end laps)	LM	22		
	<b>Total element No. 2 carried to Summary</b>				-



ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<b>ELEMENT No. 3</b>				
	<b><u>DOORS</u></b>				
	<b><u>Solid Cored flush door: mahogany lipped edges: mahogany veneered both sides</u></b>				
A	45 mm thick door overall size 900 x 2100 mm high .	NO	2		
	<b><u>Prime grade wrot mahogany</u></b>				
B	150 x 50 mm Door frame: rebated: plugged	LM	10		
C	40 x 20 mm Architrave: splayed	LM	10		
D	15 mm Quadrant	LM	10		
	<u>Ironmongery</u>				
E	100mm brass butt hinges	PRS	3		
F	150mm long steel tower bolt.	No	2		
	<b><u>Painting</u></b>				
G	Prepare and apply three coats of clear varnish to timber surfaces	SM	8		
H	Ditto 100 - 200mm girth	LM	10		
I	Ditto but not exceeding 100mm girth	LM	10		
<b>TOTAL FOR INTERNAL DOORS CARRIED TO SUMMARY</b>					-

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<b><u>ELEMENT NO. 4 - WALL FINISHES</u></b>				
	<b><u>EXTERNAL</u></b>				
	<b><u>Key finish to external surfaces</u></b>				
A	Key the surfaces with 15mm thick cement and sand 1:4	SM	13		
	<b><u>Paintwork</u></b>				
B	Prepare and apply three coats plastic emulsion paint to keyed surfaces.	SM	13		
	<b><u>INTERNAL</u></b>				
	<b><u>Gauged plaster 1:1:9 as described to:</u></b>				
C	Walls and concrete surfaces internally	SM	28		
	<b><u>Cement and sand 1:4 as described to:</u></b>				
D	10mm thick backing to receive wall tiles ( ms)	SM	10		
	<b><u>Coloured and glazed ceramic wall tiles</u></b>				
E	300x250x6mm thick wall tiles as SAJ or other equal and approved complete with cement grouting to joints to match.	SM	10		
	<b><u>Paintwork</u></b>				
F	Prepare and apply three coats plastic emulsion paint to plastered surfaces.	SM	18		
	<b><u>VENT PIPES AND URINAL</u></b>				
G	100 mm dia. Grey vent pipe	LM	9		
<b>TOTAL FOR WALL FINISHES CARRIED TO SUMMARY</b>					-

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
A	<p><b><u>ELEMENT No. 5- FLOOR FINISHES</u></b></p> <p><b><u>Internal Finishes</u></b></p> <p><b><u>Woodfloat cement and sand screed (1:4)</u></b></p> <p><b><u>in:</u></b></p>	SM	15		
	20 mm thick screed				
<b>TOTAL FOR FLOOR FINISHES CARRIED TO SUMMARY</b>					-

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<b><u>ELEMENT No. 6: ROOF</u></b>				
	<b><u>Roof Structure(All Provisional)</u></b>				
	<b><u>4 No. Trusses at 1.5m c/c All in sawn cypress: second grade: clean: treated with approved wood preservative: including jointing and connections as necessary</u></b>				
	<b><u>Pressure impregnated sawn celcured cypress</u></b>				
A	100 x 50 mm rafters	LM	11		
B	100 x 50 mm tie beam	LM	10		
C	100 x 50 mm king post	LM	2		
D	100 x 50 mm struts and ties	LM	3		
E	75 x 50mm purlins	LM	14		
H	200 x 25 mm Fascia/barge board	LM	10		
	<b><u>ROOF COVERING</u></b>				
	<b><u>28 Gauge IT-5 roofing sheets; colour to approval of the Architect; in accordance with the manufacturer's printed instructions</u></b>				
I	Roof coverings	SM	13		
<b>TOTAL CARRIED TO SUMMARY</b>					-

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<p><b><u>SUMMARY</u></b></p> <p><b>1</b> Total Element No. 1 (Substructures) brought forward from BQ pg 3</p> <p><b>2</b> Total Element No. 2 (Superstructures) brought forward from BQ pg 4</p> <p><b>3</b> Total Element No. 3 (Doors) brought forward from BQ pg 5</p> <p><b>4</b> Total Element No. 4 (Wall Finishes) brought forward from BQ pg 6</p> <p><b>5</b> Total Element No. 5 (Floor finishes) brought forward from BQ pg 7</p> <p><b>6</b> Total Element No. 6 (Roof Construction) brought forward from BQ pg 8</p>				-
	<b>Grand Total For Toilet Carried to Summary</b>				-

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<b><u>BILL NO 2: FENCING WORKS</u></b>				
	<b><u>ELEMENT NO. 01.</u></b>				
	<b><u>SITE CLEARANCE.</u></b>				
<b>A</b>	Clear the site of all shrubs, tufts, fell down small and mature trees, grab their roots and burn the arising along the whole 600M perimeter 1M wide.	LM	600		
	<b><u>FENCING WORKS.</u></b>				
<b>B</b>	Dig holes for 150mm by 125mm by 3050mm, Precast Concrete posts (m/s), net weight 92kgs per piece depth 600mm commencing from ground level to 500M Perimeter all spaced at 3000mm c/c.	NO	201		
<b>C</b>	Supply and fix 150mm by 125mm by 3050mm High Approved Precast Concrete post with net weigh 9.2kgs packed in pcs, set into the ground 600mm deep commencing from ground level to 1440M all spaced at 3000mm c/c and stabilized by concrete 1:3:6 mix at the base [m/s].	NO	201		
<b>D</b>	Supply and fix 8' approved 'Heavy Gauge' chain link as 'NGOMBE' 18m long or approved equivalent to the perimeter as described above [height 2000m].	ROLLS	33		
<b>E</b>	Supply and fix 8' approved 'Heavy Gauge' 610m long barbed wire as 'Ngombe' or approved equivalent with strands spaced at 300mm c/c around the whole perimeter [Minimum No of strands 9].	ROLLS	9		
<b>F</b>	Place mass concrete mix 1:3:6 at the base of chain link to reinforce [trench excavation sizes 300x300mm].	SM	180		
	<b>TOTAL CARRIED TO SUMMARY</b>				-

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<p><b><u>FENCING CONT'D.</u></b></p> <p><b>A</b> Place ditto at 20m intervals along the whole perimeter to provide necessary supports.</p> <p><b>B</b> Extra Over ditto to corner posts.</p>				
	<b>TOTAL CARRIED TO SUMMARY</b>				-
	B/F from Pg 10				-
	B/F From Above				-
	<b>TOTAL CARRIED TO SUMMARY</b>				-

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<b><u>ELEMENT NO. 2.</u></b>				
	<b><u>MAIN ENTRANCE</u></b>				
	<b><u>Pre-Cast Concrete Columns and Entrance Gates.</u></b>				
<b>A</b>	Excavate in columns/column bases commencing from ground level and not exceeding 1000mm deep including maintaining and supporting sides of excavation and keeping free from water mud and falling objects.	CM	2		
	<b><u>Vibrated reinforced concrete class 20/20 [1; 2:4} to main entrance columns.</u></b>				
<b>B</b>	Columns Bases 1,000 by 1,000 by 300mm thick.	CM	1		
<b>C</b>	Columns sizes 300 by 300mm by 2,500mm high above g.l and 1,000mm below g.l.	CM	1		
	<b><u>REINFORCEMENT (ALL PROVISIONAL).</u></b>				
	High yield deformed steel bar reinforcement to BS4461 including bending, cutting to lengths, tying wires and all alike.				
<b>D</b>	12mm diameter.	KGS	36		
<b>E</b>	8mm diameter.	KGS	12		
	<b><u>Formwork.</u></b>				
	<b><u>Soft sawn formworks to;</u></b>				
<b>F</b>	Sides of columns and columns bases etc.	SM	6		
	<b><u>Ball Coping.</u></b>				
<b>G</b>	75mm diameter P.C.C ball coping stone complete with stone base on top of columns.	NO	2		
	<b>TOTAL CARRIED TO SUMMARY</b>				-



ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<b><u>GATES</u></b>				
A	Supply and fix 4,300 by 2,500mm high metallic steel gate applied with 1st coat of primer by manufacturer and applied with 2-3 coats of 1st grade gloss oil paint to approval openable in two equal leaves.	NO	1		
B	Ditto to size 1200 by 2,500mm high as pedestrian entrance.	NO	1		
	<b><u>EXTERNAL FINISHES.</u></b>				
	<b><u>Lime plaster steel troweled smooth to external surfaces of columns receive paint.</u></b>				
C	Plaster to external surfaces of columns.	SM	6		
	<b><u>PAINT WORKS.</u></b>				
	<b><u>Prepare and apply two undercoats and two finishing coats of gloss oil paint to:-</u></b>				
D	General surfaces of metallic steel doors.	SM	22		
	<b><u>Prepare and apply one undercoat and two finishing coats of 1st quality silk vinyl paint to;</u></b>				
E	General plastered surfaces of columns, etc.	SM	6		
	<b>TOTAL CARRIED TO SUMMARY</b>				-
	B/F From Pg 12				-
	B/F From above				-
	<b>TOTAL CARRIED TO SUMMARY</b>				-

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
A	Total Element No. 1 (Fencing) brought forward from BQ pg 11				-
B	Total Element No. 2 (Main Entrance) brought forward from BQ pg 13				-
<b>TOTAL CARRIED TO SUMMARY</b>					-

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<b><u>BILL NO. 3: PROVISIONAL SUMS</u></b>				
	<b><u>WATER TANKS</u></b>				
<b>A</b>	Allow for a provisional sum for supplying and fixing 3,000 Litres Water tank as ' <b>ROTO</b> ' or other equal and approved complete with all accessories including a high level timber stand.	SUM	1		
	<b><u>Conection to Pit Latrine:15 Metres</u></b>				
<b>B</b>	Allow sum for connecting the office sewer system to the pit latrine outside the office block with 100 mm diameter UPVC pipes complete with connectors and all other necessary accessories, excavated to the ground and properly haunched.	SUM	1		
	<b><u>SUPERVISION</u></b>				
<b>C</b>	Allow for provisional sum of one hundred thousand kenya shillings for project supervision and administrative expenses.	SUM	1	100,000	100,000
	<b>TOTAL CARRIED TO SUMMARY</b>				<b>100,000</b>

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
<b>1</b>	<b><u>SUMMARY</u></b> Bill No. 1 (Toilet) brought forward from BQ pg 9				-
<b>2</b>	Bill No. 2 (Fence) brought forward from BQ pg 14				-
<b>3</b>	Bill No. 3 (Provisional Sums) brought forward from BQ pg 15				<b>100,000</b>
	<b>Grand Total</b>				<b>100,000</b>

**CONFIDENTIAL BUSINESS QUESTIONNAIRE**

You are requested to give the particular indicated in Part 1 and either Part 2(a), 2(b), or 2( c) Which ever applies to your type of business

You are advised that it is a serious offence to give false information on this Form.

Part \_\_\_\_\_ General:

Business Name .....  
 Location of business premises .....  
 Plot No. .... Street/Road .....  
 Postal Address .....Tel. No. ....Fax ..... Email .....  
 Nature of business .....  
 Registration Certificate No. ....

Maximum value of business which you can handle at any one time Kshs. ....

Name of your bankers ..... Branch .....

Part 2(a) – Sole Proprietor:

Your name in full ..... Age .....  
 Nationality ..... Country of origin .....  
 Citizenship details.....

**Part 2(b) – Partnership**

Give details of partners as follows

	Name	Nationality	Citizenship Details	Shares
1.	.....	.....	.....	.....
2.	.....	.....	.....	.....
3.	.....	.....	.....	.....
4.	.....	.....	.....	.....

**Part 2(c) – Registered Company:**

Private or public .....

State the nominal and issued capital of the company –

Nominal Kshs.. .....

Issued Kshs.....

Give details of all directors as follows

	Name	Nationality	Citizenship Details	Shares
1.	.....	.....	.....	.....
2.	.....	.....	.....	.....
3.	.....	.....	.....	.....
4.	.....	.....	.....	.....

Date..... Signature of Tenderer .....

If a citizen, indicate under “Citizenship Details” whether by Birth, Naturalization or Registration

**FORM OF TENDER**

To:  
**The Clerk,**  
**County Assembly of Samburu**  
**P.O Box 3 -20600**  
**Maralal.**

Date\_\_\_\_\_

Tender No: **CAS/PROC/072/2021-22**

Tender Name: **CONSTRUCTION PIT LATRINE & FENCING OF PORRO WARD OFFICE AT SIRATA OIROBI TRADING CENTRE**

Gentlemen and/or Ladies:-

1. Having examined the Tender documents, the receipt of which is hereby duly acknowledged, we the undersigned, offer to provide Insurance Services under this tender in conformity with the said Tender document for the sum of .....[Total Tender amount in words and figures] KES.....  
.....  
or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Tender.

2. We undertake, if our Tender is accepted, to provide the Insurance Cover Services in accordance with the conditions of the tender.

3. We agree to abide by this Tender for a period of .....[number] days from the date fixed for Tender opening of the Instructions to Tenderers, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

4. This Tender, together with your written acceptance thereof and your notification of award, shall constitute a Contract between us subject to the signing of the contract by both parties.

5. We understand that you are not bound to accept the lowest or any tender you may receive.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2022

\_\_\_\_\_  
[Signature]

\_\_\_\_\_  
[In the capacity of]

**Duly authorized to sign tender for and on behalf** \_\_\_\_\_